

*Approved 5.10.11*

**Minutes of Planning Commission**

April 12, 2011

Present: Todd Smallwood, Richard Mais, Susan Klein, Jack Smith, Lois Twilley

Absent: Winnie Lewis, Marlene Quinn

Others Present: None

Members of the Public Present: none

Subject: Comprehensive Plan Implementation

Meeting called to order 2:32 PM by Richard Mais.

Approve minutes of 3/8/2011 meeting.

Motion to approve – Todd Smallwood

Second – Susan Klein

Discussion – none

Vote: All in favor. Minutes approved.

**Discussion and Possible Action**

- **Draft Open Space Plan**

Draft statement was reviewed for content and grammar. Susan Klein will meet with Agnes after the meeting to revise a few grammatical errors. Mrs. Klein asked if Mobi-mats might be included in this document as a consideration. Todd Smallwood advised that they will be discussed at the April 15, 2011 council meeting. Final document attached at end of these minutes.

Motion to accept the draft document with changes to grammar and to forward to Council – Susan Klein

Second – Jack Smith

Discussion – none

Vote: All in favor.

**Liaison Reports**

- Jack Smith (Growth & Seasonal Population) - The town is getting ready for its seasonal population explosion
- Richard Mais (Emergency Services) – Emergency services are gearing up for the season
- Winnie Lewis (Housing and items concerning Overlay and Pedestrian Plan) – absent – no report
- Richard Mais asked Todd Smallwood to report on the Sidewalk Workshop. Mr. Smallwood noted that attendance was low and that he, personally, was unhappy that the design concept included concrete walks vs pervious surface walks. More meetings will be held in the future. He added that the net loss of parking spaces, town-wide, is eight (8) with two (2) of those spaces being at Town Hall.

- There appears to be a misconception that the sidewalks will be on homeowner properties. The sidewalks will be on the Town/DelDot right of way.
- Lois Twilley (Recreation) –nothing to report
- Todd Smallwood (Safety) –Public Safety Building going out for bid on April 13, 2011. A pre-bid meeting is scheduled for 4/21 at 2PM and the deadline for bids is 5/24 at 2PM. There will be beach replenishment beginning in June and lasting until around July 4.
- Susan Klein (Environment) – reported on recent activities of the Environmental Committee including the Solar Workshop on 6/16; the MERR presentation on 7/9; and a draft resolution regarding the process that was used for approving the boat slips at Lighthouse Cove
- Marlene Quinn (Zoning & Building and Green Building Standards) – absent – no report

**Other – none**

**Next Meeting Date**

Tuesday May 10, 2011 @2:30 PM – Second Tuesday of the month

Motion to adjourn – Jack Smith

Second – Lois Twilley

All in favor

Meeting adjourned 3:00 PM

Agnes DiPietrantonio, Town Clerk

Town of Fenwick Island  
Planning Commission  
Recommendations for Open Space Preservation  
May 2011

The Fenwick Island Comprehensive Land use Plan of November 2007 defines “open space” as undeveloped land or public land reserved for parks, non-motorized paths, recreation, natural uses and/or preservation from any future development. The preservation and enhancement of the natural environment is an essential theme that runs through all sections of this document. This plan builds on past successes in open space preservation and environmental efforts to create a Green Infrastructure that protects the beach, bay and areas in between.

At the time the plan was developed, only one Town-owned park existed. The Town determined to develop a long term plan for preserving, protecting, and in some cases, acquiring critical open space throughout Town. Since then the Town has been fortunate to acquire additional land for a park and open space preservation. The Planning Commission has undertaken the task of suggesting a basis for an Open Space Master Plan for acquiring/protecting/utilizing these lands.

### **Recreational Use**

The Planning Commission established a Parks and Recreation Advisory Group to assist it with determining recreational/open space needs. That *ad hoc* committee, under the direction of Commissioner Lois Twilley, identified several areas which might serve as rest opportunities for walkers:

- Oceanside Bunting Avenue on or about James Street
- Oceanside Bunting Avenue on or about Indian Street
- Oceanside Bunting Avenue on or about Cannon Street
- Bayside end of Georgetown Street at Bora Bora
- Bayside Schulz Road between Windward Way and Ebb Tide Cove
- Bayside Dagsboro Street near intersection of Wright Street
- Bayside Dagsboro Street at Schulz Road
- Bayard Street Extended at intersection of Bayard St
- Bayside Avenue near Bayside Drive intersection
- Oyster Bay Drive end
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Most, if not all, of these locations have sufficient area to place a park bench and trash receptacle; they all appear to be in the Town right-of-way. In addition, the Planning Commission suggests that Council explore placing “doggie” trash bag stations and hand sanitizers at most of these locations. The Environmental Committee recommends that long-term maintenance of these items be a priority consideration before making any decisions.

### **Open Space Preservation**

It is the Planning Commission’s understanding that the Town owns a small parcel of land at the end of Bunting Avenue and Lewes Street. This small, sandy area appears to be used by residents for an informal dog walk. We also understand that many small children have adopted this section as a play area. The Planning Commission recommends that a park

bench be placed there and that dog owners be required to clean the area when they leave. We do not recommend any other development/restrictions at this time.

### **Signage**

The Parks and Recreation Advisory Group suggested enhanced signage to point out cultural and scenic areas in town. Members suggested the following as “scenic overlook” areas:

- Bayside Avenue near Bayside Drive intersection
- Oyster Bay Drive end
- Schulz Road north end

It is our understanding that the Schulz Road location is under development and, therefore, would not be available for public use. Planning Commissioners would like signage to hi-lite a few culturally significant areas such as Bali Hai, Pittsburgh Beach, etc.

Regarding signage, everyone is agreed that the Town suffers from an over-abundance of signs. The Planning Commission recommends that Council review existing signs, removing any that are out-of-date, and consolidating others to make a new, more-comprehensive sign. Again, a long-term maintenance program should be in place to insure that signs are kept current and readable.

### **Pedestrian Plan**

The Planning Commission endorses Council’s plan for sidewalks along SR1; we do not recommend sidewalks along side streets. We believe that the sidewalk plan currently being proposed will provide a safe alternative for walkers and promote a healthier life-style.

### **Parks**

Regarding Town parks, the Planning Commission endorses the recommendations of the Cannon Street Park Task Force. We recommend that the current park continue as a gathering place and a playground.

### **“Neighborhood” Creation**

A key element for reinforcing a traditional town pattern is to create neighborhoods within the Town. Parks and open spaces are important principles that can be used to create neighborhoods. Fenwick Island has one park located adjacent to Town Hall and a second, planned, park adjacent to the Public Works Building. The beach strand along the Town’s eastern boundary is the major recreational area during the summer. There may be opportunities for additional park and open spaces to create a system of civic spaces. Each civic space should be located within an easily walkable distance. The attached map illustrates the Town’s potential for five civic spaces located within walking radii.

### **Involving the Public**

The Planning Commission recommends creating a public information process to determine which open space lands the public wishes to see preserved. The Town should utilize citizen participation for maintenance of this open space land. This participation should come from garden clubs, nonprofit organizations, educational institutions, or other organizations geared toward civic-minded endeavors. In addition, the Town should

research funding and preservation options through grants, conservation easements, fundraising, etc. in order to create a long term acquisition and preservation plan.

The Planning Commission forwards this recommendation as part of its continuing commitment to promote implementation efforts of the Comprehensive Land Use Plan of November 2007. The Planning Commission hopes that Council will continue building on past successes in open space preservation and environmental efforts and will use our recommendation as the basis for a comprehensive Open Space Master Plan.

Respectfully submitted,

Winnie Lewis  
Chair, Fenwick Island Planning Commission

